



## TOWN OF UPTON, MASSACHUSETTS

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### DEPARTMENT OF PUBLIC WORKS

March 30, 2016

MEMO TO: Blythe C. Robinson, Town Manager

FROM: Vincent J. Roy, Director of Public Works

RE: Contract Award – Lake Wildwood & Pratt Pond Aquatic Herbicide Treatments – Contract # 16-11

On March 14<sup>th</sup> the Town advertised an RFP package for aquatic herbicide treatments of Lake Wildwood and Pratt Pond. The RFP was advertised in the Goods & Services bulletin and Milford Daily Newspaper as required under M.G.L. Chapter 30B. The RFP instructed contractors to submit proposal for the next three (3) years with years 2 and 3 optional depending on Town meeting approval for funding in FY18 and FY19.

On March 29<sup>th</sup>, I conducted the opening for the one package we received from Solitude Lake Management, LLC, formerly known as Aquatic Control Technology (ACT). Upon review of the package, the proposal met all of the requirements of the RFP. Based upon the required treatment and chemicals to be used for the treatment of Lake Wildwood, the cost for FY2017 is in the amount of \$21,000.00, while the cost for Pratt Pond is \$5,000. Based upon the bid submission and vast experience in treatment of invasive aquatic species, I recommend that the Board of Selectmen deem Solitude Lake Management, LLC. a responsive and responsible bidder and award a contract to perform this work. As you may know, ACT has been performing aquatic herbicide treatments throughout Town for about 20 years; having successfully completed treatment of Taft Pond last spring.

The funding source for the treatment of Lake Wildwood is from Article 17 of the November 17<sup>th</sup> STM. The funding source for the treatment of Pratt Pond is from the Town's FY2016 General Fund budget.

Once the contract is awarded by the Board of Selectmen, I request that the Town Manager issue a Notice to Proceed. Doing so will trigger the requirement that they execute the contract and furnish the Town with a satisfactory insurance certificate and a schedule of work that anticipates substantial completion be achieved 150 days after the Notice to Proceed is issued.

**TOWN MANAGER**  
Blythe C. Robinson

**DIRECTOR OF PUBLIC WORKS**  
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*Lake Wildwood & Pratt Pond Aquatic Herbicide Treatment Contract Recommendation*

Page: 2

Once all of the appropriate documentation is in place and we can anticipate a start date by Solitude Lake Management, LLC, the contractor will make residents bordering Lake Wildwood and Pratt Pond aware of the work schedule. Our staff will provide assistance in lowering the ponds and recommend that requisitions for payment be approved.

Given that the value of the contract exceeds \$25,000, I am requesting that the Board of Selectmen review this recommendation, take action to approve the contract and provide the Town Manager with authorization to execute it on the Town's behalf. Please let me know if you have any further questions about this request, or need additional information.

Enclosure

cc: John J. Johnson, Highway Supervisor  
Dr. Charles Pedersen, 25 Hopkinton Road, Upton, MA 01568